



SOLICITATION NUMBER: NO2113
DUE DATE: 5/7/2002
PURCHASING AGENT: NANCY ORTON
DATE OF ADDENDUM: 4/12/2002

ITEM(S) TO BE PURCHASED: **PRINTING AND MAILING OF WITHHOLDING RETURNS COUPON BOOKS**

ADDENDUM NUMBER ONE TO BID NUMBER NO2113 (NO2093)

Please note the following clarification:

The Request for Proposal for Printing and Mailing of Withholding Return Coupon Books was released as bid number NO2113. Throughout the document reference is made to NO2093. The actual bid number is NO2113. Please disregard all reference to NO2093 and use bid number NO2113 in all correspondence and documentation.

Amendment to Specifications:

This Amendment is being issued pursuant to §1.3.4 of the Request for Proposal (RFP) issued under the above referenced bid number.

1. §2.12.1 of the RFP is amended as follows:

The vendor will mail the monthly conversion coupon books on or before **January 13th** and the quarterly and annual conversion coupon books by **January 27th**.

2. §2.12.1 of the RFP is amended to include the attached "Withholding Vendor Schedule for 2002-2003"

3. §3.2 of the RFP is amended to require, in addition to the other Transmittal Letter requirements already contained in the RFP, a certification that the offeror can and will comply with the "Withholding Vendor Schedule for 2002-2003" and included in that certification must be a statement recognizing that the "withholding Vendor Schedule for 2002-2003" is subject to some modification at the discretion of the Commission.

Please return all addenda with solicitation or add a statement to your original solicitation acknowledging receipt of any addenda received on this solicitation or your solicitation may be rejected.